

# New Perley Health Parking Rates Effective January 9, 2023

December 9, 2022 – Ottawa, ON

## Long-Term Care Residents

- New residents who own a personal vehicle are required to pay for parking at the full monthly rate.

## Long-Term Care Caregivers/Family/Friends

Long-term care Designated Caregivers are identified by residents or Power of Attorney (POA)/Substitute Decision Makers (SDMs) at the time of admission.

- 1 free monthly pass or
- 2 monthly vouchers at 50% of the full cost (\$48.50 as of January 9, 2023).
  - Designated Caregivers may also choose to purchase a multi-use pass or pay each time they park (Please see the “All Users” section for applicable rates).
- New admissions: the POA/SDM will complete the process above during admission.
- Upon discharge, monthly passes will be automatically disabled after 7 days.
- Registrations cannot be changed to another recipient within a 6-month time frame.
- The FOB is not transferrable and there is a non-refundable fee for new and replacement FOBs.

## Paid Caregivers to Residents

- Paid caregivers who are eligible for reimbursement of parking fees from their employer are NOT eligible to be Designated Caregivers for the purpose of qualifying for a free or reduced rate parking fee.

## Senior Living Apartment Tenants

### Tenant Parking

- Please contact Senior Living staff for details.

## Perley Health Staff

Staff may choose:

- to register for monthly parking (FOB); or
- purchase a multi-use pass (FOB); or
- pay at the kiosk or the gate (debit or credit only, no cash accepted) each time they park

## Existing monthly parking pass (FOB) for Staff (with a monthly payroll-deduction parking pass)

- All current monthly parking pass holders (as of December 12, 2022) must complete a registration form in advance of January 9, 2023)
- Support Services will process all requests and arrange for automatic payroll deductions
- Please note that the FOB is not transferrable and there is a non-refundable replacement fee.

### **New staff registration for a monthly parking pass (FOB)**

- Staff must complete the forms required to enrol in automatic payroll deductions for a monthly parking pass.
- Forms must be submitted to Support Services.
- Payroll deduction will start the first pay period of the month.
- There is a maximum of two registered licence plates per staff registrant. Only one licence plate can be parked at Perley Health at any one time.
- The FOB is not transferrable and there is a non-refundable replacement fee.

### **Staff Cancellation**

- To cancel this arrangement contact Support Services 60 days in advance.
- Monthly parking passes remain valid and all expenses are payable during the 60-day notice period.
- Monthly parking pass through payroll deduction will be automatically cancelled upon resignation or termination.
- Staff are required to return the FOB to Support Services upon leaving the organization.

### **Multi-Use Pass Options for Staff Using Reloadable FOB**

- Application for and activation of the FOB must be completed by Support Services during office hours.
- Automatic reloading of set dollar amounts to the FOB can be completed at the self-serve parking kiosk near the Main Entrance at all hours.
- Debit and credit cards are accepted at the kiosk but cash, credit and debit are accepted at Support Services during office hours.

### **Volunteers**

- Volunteers will receive free parking.
- This applies only to individuals who are part of the Perley Health Volunteer Program.
- This applies to individuals only while at Perley Health specifically to perform volunteer duties.
- The Volunteer Services Office authorizes the issuance of parking cards in accordance with scheduled volunteer activities.

### **Fees**

#### Flat Rate/Day Fees

- First 30 minutes: Free
- After 30 minutes: \$12

#### Multi-Use Pass (FOB) Options

- 10 for \$65 (\$6.50 per use)
- 20 for \$120 (\$6.00 per use)
- 30 for \$165 (\$5.50 per use)
- New Replacement Fobs: \$10 (non-refundable)

#### Monthly Parking

- \$97 (includes in and out privileges)

#### **Notes**

- Parking fees will be reviewed and adjusted annually to the cost of living.

- Monthly parking requires mandatory use of an electronic FOB purchased through Support Services during business hours. (One-time, non-refundable cost of \$10).
- FOBs can be replenished at the kiosk at the Main Entrance.
- Please note that each person can only receive one FOB, regardless of whether they qualify for a FOB in more than one category.

### **Registration**

To register, please visit Support Services (see office hours below).

The Swab Clinic will also have registration documents available for pickup and receive completed registrations.

### **Support Services Hours (includes extended hours)**

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|-------------------------------|------------------------------|
| • Mon. Dec. 12: 7 am to 4 pm  | • Tue. Dec. 27: CLOSED       |
| • Tue. Dec. 13: 7 am to 6 pm  | • Wed. Dec. 28: 7 am to 4 pm |
| • Wed. Dec. 14: 7 am to 4 pm  | • Thu. Dec. 29: 7 am to 4 pm |
| • Thu. Dec. 15: 7 am to 6 pm  | • Fri. Dec. 30: 7 am to 4 pm |
| • Fri. Dec. 16: 7 am to 3 pm  | • Sat. Dec. 31: CLOSED       |
| • Sat. Dec. 17: 10 am to 6 pm | • Sun. Jan. 1: CLOSED        |
| • Sun. Dec. 18: CLOSED        | • Mon. Jan. 2: CLOSED        |
| • Mon. Dec. 19: 7 am to 4 pm  | • Tue. Jan. 3: 7 am to 6 pm  |
| • Tue. Dec. 20: 7 am to 6 pm  | • Wed. Jan. 4: 7 am to 4 pm  |
| • Wed. Dec. 21: 7 am to 4 pm  | • Thu. Jan. 5: 7 am to 6 pm  |
| • Thu. Dec. 22: 7 am to 6 pm  | • Fri. Jan. 6: 7 am to 4 pm  |
| • Fri. Dec. 23: 7 am to 4 pm  | • Sat. Jan. 7: CLOSED        |
| • Sat. Dec. 24: CLOSED        | • Sun. Jan. 8: 10 am to 6 pm |
| • Sun. Dec. 25: CLOSED        | • Mon. Jan. 9: 7 am to 4 pm  |
| • Mon. Dec. 26: CLOSED        |                              |

Beginning January 9, the Support Services office will resume normal hours, Monday to Friday (business days) from 8 am to 4 pm and close for lunch daily between 12 pm to 1 pm and on statutory holidays.

### **Swab Clinic: Alternate Drop-Off and Pickup and After Hours Service**

- The clinic is open seven days a week from 6:30 am to 5 pm
- For completed registration forms for Staff and Designated Caregivers, the Swab Clinic will serve as a drop-off and pick-up point as well.
- Applications and the exact amount of cash payment (no change) will be collected in a sealed envelope to be delivered to the Support Services office.
- Once processed, FOBs can be picked up from the Swab Clinic.

If you have any questions, concerns or comments, please contact:

- During regular business hours, call 613-526-7170, ext. 2520, to speak with our Support Services staff or email [csantoro@perleyhealth.ca](mailto:csantoro@perleyhealth.ca).
- If you are a Senior Living apartment tenant, please visit the Senior Living office, second floor, Commissionaires Ottawa Place.